



## City of Long Beach Employment Opportunity

### **TRANSPORTATION PROGRAMS PLANNER**

Job Number: E73NN-16

**SALARY:** \$2,494.72 - \$3,395.28 Biweekly  
\$5,405.23 - \$7,356.44 Monthly

**OPENING DATE:** 02/05/16

**CLOSING DATE:** 02/19/16 04:30 PM

**DESCRIPTION:** Now accepting online applications only. Apply online 24 hours a day, beginning February 5, 2016 through 4:30 p.m., February 19, 2016.

### **EXAMPLES OF DUTIES: EXAMPLE OF DUTIES:**

Under general direction, manages or assists in the management of active transportation projects, programs and funds; prepares or assists in the preparation of specific components of scopes of work, financial plans, schedules, contracts and agreements; conducts or assists in evaluation and development of strategies on transportation and funding issues; conducts or assists in the analysis of regulatory (e.g., Congestion Management Program) and legislative (e.g., Proposed State transportation bills) issues; develops applications for funding of various traffic and transportation projects and programs; assists in the review/analysis of regional transportation studies/issues pertaining to outside agencies such as SCAG, LACMTA, Caltrans and USDOT; administers cooperative agreements and Memorandums of Understanding with various agencies, and prepares required reports; collects, develops, analyzes various types of data for use in transportation plans and transportation funding reports; prepares comprehensive reports, correspondence and presentations; represent the City at outside agency meetings and public meetings; performs other related duties as required.

### **REQUIREMENTS TO FILE:**

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- Bachelor's degree from an accredited U.S.college or university in Urban or Transportation Planning, Business, Public Administration, Public Policy, Political Science, Engineering, or related field (**proof required**)\* AND two years of (paid, full-time equivalent) experience in planning or related field. Master's degree in Planning, Engineering or related field may substitute for one year of the required (paid, full-time equivalent) experience (**proof required**)
- A valid driver's license will be required by the hiring department.

**\*Proof of required documents must be uploaded to the online application at time of filing.**

**DESIRABLE QUALIFICATIONS:** Knowledge of theories, principles, and practices of active transportation planning and applicable laws, rules and regulations governing transportation policies and funding sources for a public agency. Experience in working with the public and present at community events. Ability to work with social media platforms and/or have graphic design experience. GIS experience and knowledge. Experience with maintaining and creating new databases.

**SELECTION PROCEDURE: EXAMINATION WEIGHTS:**

Application Packet.....Qualifying

This process will be conducted using the continuous, non-competitive procedure. Applicants may apply only once during a four month period. The eligible list will remain in effect for at least 6 months. All applicants meeting the minimum requirements to file will be placed on the eligible list, with those receiving Veteran's Credit first and then in the order in which applications were filed. Screening of candidates will be conducted on the basis of application packets submitted. Eligible lists may be established periodically.

In support of the City's Language Access Policy, bilingual skills (Spanish, Khmer, or Tagalog) are desirable for some positions interacting with the public.

**If you have not received notification by March 2, 2016, contact the Civil Service Department at (562) 570-6202.**

This information is available in an alternative format by request at (562) 570-6202.

If a special accommodation is desired, please contact the Civil Service Department two (2) business days prior to the test at (562) 570-6202.

An Equal Opportunity Employer

J.O.B E73NN-16 SV

02/03/2016

This information is available in an alternative format by request at the agency contact on the bulletin. If a special accommodation is desired, please contact the agency two (2) business days prior to the test, if applicable.

An Equal Employment Opportunity

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APPLICATIONS MAY BE FILED ONLINE AT:  
<https://www.governmentjobs.com/careers/longbeach>

Position #E73NN-16  
TRANSPORTATION PROGRAMS PLANNER  
SV

Civil Service Department  
333 W. Ocean Blvd., 7th Fl  
Long Beach, CA 90802  
(562) 570-6202

[civilservice@longbeach.gov](mailto:civilservice@longbeach.gov)

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**TRANSPORTATION PROGRAMS PLANNER Supplemental Questionnaire**

- \* 1. **I. INSTRUCTIONS:** The purpose of this supplemental application is to derive more specific information about your qualifications for this position. This form will serve as the basis for qualifying candidates on the eligible list. Be specific and detailed in your responses. Do not leave any questions unanswered. If you have no experience, please so indicate. Resumes will not be considered as part of the Civil Service application process and may not be substituted in lieu of the completed application or supplemental applications. Do you understand the above information?
- ☐ Yes ☐ No
- \* 2. **II. REQUIREMENTS TO FILE:** Please indicate under which of the following options would qualify you for the Transportation Programs Planner position.
- ☐ Bachelor's degree from an accredited U.S. college or university in Urban or Transportation Planning, Business, Public Administration, Public Policy, Political Science,

Engineering, or related field (proof required)\* AND two years of (paid, full-time equivalent) experience in planning or related field.

☐ Master's degree in Planning, Engineering or related field (proof required)\* may substitute for one year of the required (paid, full-time equivalent) experience.

☐ I do not have a degree and years of experience. Selecting this option will disqualify you from the application process.

- \* 3. Do you have a valid driver's license?

☐ Yes

☐ No

- \* 4. **DESIRABLE QUALIFICATIONS:** Do you have knowledge of theories, principles, and practices of active transportation planning and applicable laws, rules and regulations governing transportation policies and funding sources for a public agency?

☐ Yes ☐ No

- \* 5. Do you have experience in working with the public?

☐ Yes ☐ No

- \* 6. Do you have experience in making presentations at community events?

☐ Yes ☐ No

- \* 7. Do you have the ability to work with social media platforms?

☐ Yes ☐ No

- \* 8. Do you have graphic design experience (i.e. with design and visual communication software)?

☐ Yes ☐ No

- \* 9. Do you have GIS knowledge and experience?

☐ Yes ☐ No

- \* 10. Do you have experience in creating and maintaining databases?

☐ Yes ☐ No

- \* 11. **IV. GENERAL QUESTIONS:** Are you claiming Veteran's Preference? Note: If you answer "YES", a copy of your DD-214 Member 4 Form (or other appropriate documentation) must be uploaded/attached with your application at time of filing.

☐ Yes ☐ No

- \* 12. I understand that proof of required documents must be submitted as attachments at the time of filing. I also understand that failure to submit all required documents at time of filing will result in the application being considered incomplete. Proofs for this position may include: Bachelor's or Master's degree and/or DD-214 Member 4 Form.

☐ Yes ☐ No

- \* 13. I certify that I have personally completed the information provided and that it is accurate and complete to the best of my knowledge. I understand that any falsification may cancel any terms, conditions, or privileges of employment.

☐ Yes ☐ No

\* Required Question